

CITY OF SAN DIEGO  
ADMINISTRATIVE REGULATION

SUBJECT  DRIVING ON AREAS NOT DESIGNATED FOR VEHICULAR USAGE	Number 75.85	Issue 1	Page 1 of 4
	Effective Date October 23, 1998		

1. Purpose

- 1.1 The purpose of this Administrative Regulation is to avoid injuries to the public, City employees and preventable accidents associated with City vehicles driving on areas not designated for vehicular usage.

2. Scope

- 2.1 This regulation applies to all City departments as well as contractors working on City job sites.

3. Background

The increasing popularity and usage of turf and other areas not designated for vehicular usage is resulting in more congestion. Because of a number of unfortunate incidents involving City vehicles and park patrons, it has become necessary to develop and implement this Administrative Regulation.

4. Definitions

- 4.1 Areas not designated for vehicular usage;
- a. Turf-Parks, street medians, etc.
  - b. Recreational Areas - Ballfields, open space parks, etc.
  - c. Other - Developed/undeveloped areas (i.e., sidewalks, pedestrian plazas, off road areas, landfills, etc.)

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Authorized

(Signed by Michael T. Ueberuaga)

(Signed by Ed Ryan)

(Signed by Casey Gwinn)

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CITY MANAGER

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AUDITOR & COMPTROLLER

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CITY ATTORNEY

(Signed by Rich Snapper)

(Signed by Charles G. Abdelnour)

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PERSONNEL DIRECTOR

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CITY CLERK

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5. Policy

- 5.1 At all times, employees are directed to refrain from driving on areas not designated for vehicular usage, unless it is absolutely necessary. It will only be considered “absolutely necessary” when there is no acceptable alternative route such as a roadway or parking lot, and/or workload issues (i.e., heavy or numerous objects to collect/distribute or emergency conditions) dictate. Even when there is no acceptable alternate route, employees are instructed to park the vehicle and walk to tasks whenever feasible.
- 5.2 Departments (i.e., Police, Fire and Life Safety Services, and Park & Recreation) can refer to their Departmental Instructions provided they are at least as stringent as this Administrative Regulation, and/or requests for exemptions for routine operations are submitted to Risk Management’s Safety & Environmental Health Division for review, evaluation and approval.
- 5.3 All employees are prohibited from driving on or over mounded/hilly areas at all times due to reduced visibility. Mower operators that are required to operate on hilly terrain, will place two (2) warning cones at the crest of the hill to mark the avenue of approach. The operators will only cross the crest of the hill at the point between the two cones. At the crest, operators should stop, dismount and check ahead if visibility is limited.
- 5.4 Employees driving on areas not designated for vehicular usage may continue to operate with no additional provisions, only when:
- a. There is at least 50 feet of unobstructed vision in the direction of travel.
  - b. Emergency flashers are being used at all times, as well as hazard and strobe light(s), when available.
  - c. Ground guides are assisting. Ground guides should walk approximately ten(10) feet in front of the vehicle, yet not directly in the vehicle’s path of travel. The ground guide is responsible for ensuring the vehicle path is clear and free of potential hazards.

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- 5.5 During peak use times (Memorial Day weekend through Labor Day weekend) employees will not drive on the turf after 10:30 a.m. Exceptions will be made on a case-by-case basis (for Police and Fire under emergency conditions) and in all other cases, with the advance verbal approval of the immediate supervisor. If it is determined by the supervisor that this driving on turf is absolutely necessary after 10:30 a.m., employees will use emergency flashers, strobe light, and backward alarm (beepers) if available.
- 5.6 Backing is strictly prohibited unless the vehicle operator is utilizing the accepted backing policy. See Drivers' Operations Manual, Section III-4, Backing A Vehicle.
- 5.7 Vehicles approaching blind intersections or corners must stop, sound horn, then proceed at 2-3 miles per hour until clear.

Failure to observe this policy may result in disciplinary action.

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APPENDIX

Administering Department

Risk Management